# COOPERATIVE AGREEMENT FOR A JOINT VENTURE PROJECT Between COUNTY of FRESNO and MENDOTA UNIFIED SCHOOL DISTRICT

This Agreement (hereinafter "this Agreement") made and entered into on this \_19\_\_\_ day of February, 2003 by and between the County of Fresno, a political subdivision of the State of California (hereinafter "County"), and the Mendota Unified School District Board, the governing Board of a school district organized and constituted under the laws of the State of California (hereafter "District"), both jointly referred to hereinafter as "the Parties."

#### WHEREAS:

- A. County operates a County free library system for the benefit and use of all residents of Fresno County in the Fresno County Free Library (hereinafter "the Library") service area; and
- B. Such operation of a County free library is specifically authorized by Education Code Section 18130; and
- C. District operates school libraries for the education of and use and research by its students, teachers and staff; and
- D. California voters approved the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 (hereafter "Library Bond Act of 2000") (Education Code Title 1, Division 1, Part 11, Chapter 12, Articles 1-3, Sections 19985 20011, and Title 5, Division 2, Chapter 3, Sections 20430-20444 of the California Code of Regulations); and
- E. Under Education Code Section 19985.5, the Legislature finds and declares the following: (a) Reading and literacy skills are fundamental to success in our economy and our society; (b) The Legislature and Governor have made enormous strides in improving the quality of reading instruction in public schools; (c) Public libraries are an important resource to further California's reading and literacy goals both in conjunction with the public schools and for the adult population; (d) The construction and renovation of public library facilities is necessary to expand access to reading and literacy programs in California's public education system and to expand access to public library services for all residents of California; and
- F. County is eligible to apply for a construction grant to build a new County Library branch in Mendota from the Library Bond Act of 2000 authorized under Education Code Sections 19988, 19989, and 19993, administered by the California State Library, with awards being made by the California Public Library Construction and Renovation Board (hereafter "Bond Act Board"); and
- G. Pursuant to Education Code Section 19994 (a) (1), first priority shall be given to joint use projects in which the agency that operates the library and one or more school districts have a cooperative agreement; and
- H. It is expected that said construction, if awarded by the Bond Act Board and approved by the Fresno County Board of Supervisors, may be completed by 2005; and
- I. It is to the benefit of County, District, and members of the community of the District and surrounding rural areas as encompassed by the District boundary and the Library Mendota Service Area boundary to provide joint venture services; and

- J. County is required by Education Code Section 19999 to dedicate the new facility to direct public library services; and
- K. County is required by Education Code Section 20440 (e) (3) (G) to make a commitment that the new facility shall be dedicated to public library direct service use for a period of 40-years following completion of construction, regardless of any operating agreements the applicant may have with other jurisdictions or parties.

#### NOW, THEREFORE, IT IS AGREED:

- 1. Operation: County shall operate a county free library open for the use and enjoyment of both the general public and District students during regular hours and days to be established by County. County shall have sole control of the facility operation, funding, custodian maintenance services, landscaping, operations, supervision, management, staffing, equipment, furniture, technology workstations, books, and audiovisual collections.
- 2. <u>Facility Use</u>: The facility shall be operated in compliance with the general procedures, policies and practices of the Library system.
- 3. <u>Joint Venture Project for Services and Programs:</u> In designing Joint Venture Projects to meet community needs, the Library and the District held 6 meetings. During the discussions, the Parties gained a greater understanding of the needs and resources of the other. The parties recognize that Mendota's K-12 students will be best served through collaborative efforts of the District and County as neither of the Parties can separately meet the varied educational needs of District's students. The Parties recognize that each makes a unique and valued contribution to this partnership, and by working together will provide a full spectrum of resources that support students' personal development and achievements.

Based on the foregoing, the Parties hereby agree to participate mutually in the following Joint Venture Projects, as described more particularly in the "Scope of Work," attached as Exhibit 1 hereto, and by this reference, made fully a part of this Agreement.

- A. Computer Center
- B. Family Literacy Center and Outreach Services
- C. Homework Center
- D. Career Center
- E. Shared electronics and telecommunications
- F. School/Community Learning Enrichment Programs
- 4. <u>Hours of Service</u>: The present Mendota Branch Free Library is currently open to the general public and District's students 33 hours weekly five days a week. Branch hours of operation are: Monday, 11:00-1:00 & 1:30-7:30; Tuesday and Wednesday, 10:00-1:00 & 2:00-6:00; Thursday, 10:00-1:00 & 2:00-6:00; and Saturday, 10:00-2:00. After the issuance of a certificate of completion by the County Building Inspector that the Mendota Branch Library has been completed for the purpose of occupancy and upon the opening date of the new branch facility to the public, hours of operations shall be established by the County. County reviews the hours of operations of each facility on a semi-annual basis and makes changes as needed to meet the needs of the community. The Library is currently conducting a study of staffing patterns in all branch libraries.
- 5. <u>Staff Classifications</u>: In conducting the programs described in Section 3, County services will be provided by the following County staff in the following numbers, as more particularly set forth in Exhibit 1: Services A, B, C, D, E, and F.

(1) Literacy Services Coordinator; (1) Youth Services Manager; (1) Librarian III, Career Specialist; (1) Young Adult Coordinator; (2) Librarian I/II; (1) Library Volunteer Coordinator; (1) Senior Library Assistant, Bilingual; (1) Senior Library Assistant, Technical Support; (1) Library Assistant II, Bilingual; (1) Library Aide.

Volunteers: community volunteers, both adults and young adults, will be recruited, screened, and trained by the Library. The Library has a long-standing volunteer coordination program with over 450 volunteers serving in libraries countywide.

The present Mendota Branch Library is currently staffed by a 36 hour per week Library Assistant II, with assistance from an extra-help paraprofessional and a Library Aide. There is presently a 40-hour per week vacancy for a bilingual (Spanish/English) librarian to work among the 2 to 3 west county branches, including Mendota. Recruitment will be continuous until the position is filled. This branch is also supported by numerous staff from the Main Library and Library's Support Services and Administration to provide for administration, general business and personnel services, program coordination and assistance, reference referral assistance, collection development, acquisitions, cataloging, processing, distribution and delivery services, centralized computer services, and branch supervision, Youth Services Librarians and Library Associates, Young Adult Librarians and Associates. At the time of opening of the new facility, the County plans to staff the branch with one full time Librarian I/II (bilingual,) one part-time Library Assistant II (bilingual), and one Senior Library Assistant (bilingual) and library aides subject to approval by the County Board of Supervisors. Volunteers will continue to assist Branch staff with a variety of duties including, but not limited to, shelving, circulation, computer assistance, and homework help, as approved and deemed appropriate by the Branch Supervisor.

In conducting the programs in Section 3, District will provide the following District staff in the following numbers as more particularly set forth in Exhibit 1 - Services A, B, C, D, E, and F: (1) Superintendent of Schools; (1) Director of State and Federal Programs; (3) School Site Principals; (1) School Library Media Teacher; (3) Teachers; (2) School Library Media Technicians; (3) Instructional Aides; and (5) Student Workstudy Aides.

- 6. <u>Location</u>: The proposed Mendota Branch Library is to be located at the intersection of Belmont and State Highway 33 (Derrick) in Mendota California. The subject property is bounded by Belmont on the north, the Mendota High School on the east, and Derrick on the west.
  - 7. <u>The legal description</u>. A strip of land 50 feet in width lying on the south side of the south line of Belmont, and 2.38 acres both in Northwest Quarter of Section 6, Township 14 South, Range 15 East, Mount Diablo Base and Meridian.
- 8. Ownership: County owns the site, and will own the facility, furnishings, equipment, technology, and library materials, pursuant to Education Code Sections 19999 and 20440 (e) (3) (G).
- 9. <u>Management and Funding</u>: At County's expense, County shall employ professional and support staff, as it deems appropriate, for the management and supervision of the Mendota Branch Library and to provide library services at the branch at such levels as Library deems appropriate. County's general fund and Measure B sales tax revenues are the main source of funding for the Library system, supplemented with funding from the State Public Library Foundation grant, fines, fees, and other grants.

District shall contribute a parcel of land being a 50-foot wide strip of property from the Mendota High School boundary west along the Belmont Avenue frontage of the new Mendota Branch Library site to Derrick. The estimated value is \$\_47,189\_\_\_\_\_\_\_.

On an annual basis, District shall contribute an amount toward the operational expenses of the Mendota Branch Library to be derived from District funding from the State of California for library services. The amount of District's annual contribution to the operational expenses of the Mendota Branch Library, itemized in the Scope of Work, includes the positions and materials for the following:

Family Literacy Center

Section (3) - (1) Instructional Aide, Tutorial Services

Section (9)—(1) Instructional Aide, Reading Services

Section (3 & 9) – Materials for Instructional Aide services (\$500)

Homework Center

Section (6) – (1) Instructional Aide, Homework Support

Section (8) – K-12 Textbooks, (\$1,000)

Career Center

Section (2) – (5) Student Leadership Development, library work/study

The total amount of District's annual contributions (FTE) for District paid Instructional Aides and Student Work/study Aides will be based on funding from the State of California and the United States office of Education. All District paid Instructional Aides and Student Aides and all materials and supplies that will be utilized by the Library will be coordinated by the District's Office of State and Federal Programs. This includes all District hiring practices, placement, payments, evaluations, monitoring and implementation. All other District commitments for all other sections in the Scope of Work will utilize "in-house" personnel, supplies and materials. All District provided resources must be used during the fiscal year, July 1-June 30. No carryover provisions are allowed. The Parties reserve the right to enter into other payment arrangements for the payment of this annual contribution amount.

- 10. <u>Maintenance</u>: County shall provide all custodian maintenance services, landscaping, utilities, telephone, computer maintenance, and other communication services for the library use of the premises, and shall maintain the interior and exterior of the facility in a fit and safe condition.
- 11. <u>Insurance/Indemnification</u>: Each of the Parties shall indemnify, hold harmless, and, upon request, defend each other from any claim or liability arising out of any act or omission or any injury or loss arising out of the negligence or misconduct of their respective employees, agents, invitees, or licensees to the employees, agents, invitees, or licensees of the other or to any third party. This may be accomplished by insurance or by self-insurance.

County shall procure and maintain a policy of general premises liability insurance to cover its use of the premises, or at County's option, provide equivalent coverage and indemnity through its self-insurance program. Each of the Parties shall bear sole responsibility for its own acts or omissions through its respective employees and agents, and the District's students.

12. Term/Termination: Contingent upon County being awarded a Library Bond Act of 2000 or other grant award for the construction of a new Fresno County Free Library Branch in Mendota, the term of this agreement shall be for 20 years, pursuant to Title 5 of the Library Bond Act of 2000 regulations for providing joint use services and programs consistent with the intent of this Agreement, to commence at the time of the issuance of the certificate of completion of the Mendota Branch Free Library. Thereafter, pursuant to Education Code Section 18138, the term of this Agreement shall continue for successive terms of one year, commencing on the issuance of the certificate of completion of the Mendota Branch Free Library and automatically renewed on October 1 of each year thereafter. Notwithstanding County's obligation to operate and maintain the Mendota Branch Library for a period of 40-years, this Agreement

Fresno County Library Joint Use Agreement Report Printed on: 12/01/03 may be terminated after the 20-year term, without cause, by either of the Parties, upon forty-five (45) days written notice to the other party.

- 13. <u>Modifications</u>: This Agreement may be modified or amended only by written agreement of each of the Parties, consistent with Title 5 Library Bond Act of 2000 requirements for a joint venture project. No waiver of any covenant, condition or limitation herein contained or modification of this Agreement shall be valid unless in writing and duly executed by each of the Parties. If the Parties desire to modify the terms of this Agreement, the requesting Party shall notify the other Party no later than on or before July 1 each of year
- 14. <u>Censorship and/or Control of Materials</u>: As County operates a county free library system for the benefit and use of all residents of County in accordance with the Constitution of the United States and the Library Bill of Rights embraced by all public libraries in the United States, District shall have no right, power and/or ability to censor or review the materials selected for placement in the general circulation of the Mendota Branch Library, nor will it have any right, power or ability to censor Internet access.
- 15. <u>Patron Comments About Materials/Service/Programs/Staff</u>: Any comments received concerning any materials, services, programs, or staff at the Mendota Branch Library shall be referred to the Branch Supervisor, and thereafter be processed and resolved in accordance with the policies and procedures of the Library.
- 16. <u>Notices</u>: Any notices required or permitted to be given under this Agreement shall be deemed given when deposited, postage prepaid, with the United States Postal Service, addressed as follows:

To District:
Mendota Unified School District Board
Attention: District Superintendent
115 McCabe Avenue
Mendota, CA 93640

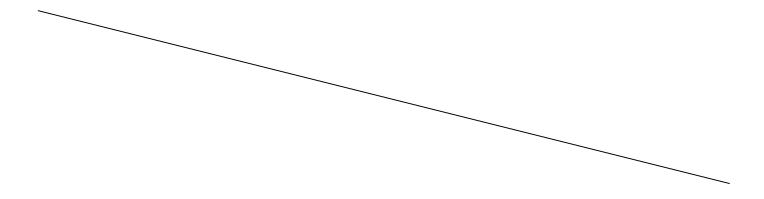
To County:
Fresno County Free Library
Attention: County Librarian
2420 Mariposa Street

Fresno, CA 93721

- 17. <u>Field Act</u>: This joint venture project is not subject to the Field Act. This joint venture project will never have more than 24 K-12 students required to be at the Mendota Branch Library facility for educational purposes, nor is the project located on school property.
- 18. <u>Venue</u>: Not withstanding the provisions of CCP §394, if either of the Parties initiates an action to enforce any term hereof, or to interpret and/or declare rights hereunder, the Parties agree that venue thereof shall only be in Fresno County.
- 19. <u>Captions</u>: Paragraph headings in this Agreement are used solely for convenience and shall be wholly disregarded in the construction of this Agreement.
- 20. <u>Severance</u>: The provisions of this Agreement are severable. The invalidity or unenforceability of any one provision in this Agreement shall not affect the validity and/or enforceability of any other provision.
- 21. <u>Interpretation</u>: The Parties acknowledge that this Agreement in its final form is the result of the combined efforts of the Parties, and that should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor or against any of the Parties, but rather by construing the terms in accord with their generally accepted

meaning. The rights and obligations of the Parties and all interpretation and performance of this Agreement shall be governed in all respects by the laws of the State of California.

22. Extent of Agreement: Each of the Parties acknowledges that each has read and fully understands the contents of this Agreement. This Agreement represents the entire and integrated agreement between the Parties with respect to the subject matter hereof and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be modified only by written instrument duly authorized and executed by both of the Parties.



## IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

COUNTY OF FRESNO
By JUAN ARAMBULA, Chairman Board of Supervisors  ATTEST: BERNICE E. SEIDEL, Clerk Board of Supervisors
By

Senior Deputy

### Scope of Work

The County is committed to providing District students and families with access to the information and resources they need to succeed. The County has a long history of successful partnerships with the District, which have enhanced educational opportunities in the community. In the late 1980s, the County received 2 LSTA Grants (formally LSCA) to provide reading incentive programs and Families For Literacy services to District children and their families. In 2000, the Library received funding through Proposition 10 to purchase a mobile unit for Families for Literacy outreach services to pre-school children in the Mendota area and their families. The library facility has long attracted students of all ages after-school, evenings, weekends and during holiday breaks. The library will continue to fulfill its role in the community through focused, collaborative ventures with the District and other community partners as identified during the community needs assessment process and described below.

#### A. Computer Center:

- (1) The County will provide a Computer Center housing 11 computers with Internet access, productivity software, subscription databases, and links to websites appropriate for students in grades K-12. Subscription databases will include, but are not limited to full text magazine and newspaper indexes to meet the research needs and interests of District students, teachers, staff and community residents. In accordance with County Internet Services Policy, all Internet users are required to have valid library cards and PIN numbers. Consistent with Board of Supervisors Policy, state and federal law, children will only have access to workstations which block or filter visual depictions that are obscene or are harmful to minors under 18 years of age.
- (2) Library staff will review all links to Internet sites, and provide sites for homework assistance arranged by grade level and California content standards. Links will also support the co-curricular interests of students. Librarian website selectors will exercise effective selection criteria to offer the most substantive and authoritative sites to assist students in meeting their informational needs.
- (3) The County will reserve computer to accommodate the homework needs of students.
- (4) The County will offer bilingual computer literacy classes conducted by experienced library staff. Classes will cover introductory to advanced skill levels for students, teachers, school staff and the general public. The class list below represents current offerings and is a sample of the intent of instruction.

E-mail, Basic and Advanced--Students will learn how to set up and use free web e-mail.

<u>Basic Excel</u>--Students will learn how to create, navigate, open, save, enter and edit data into the Excel spreadsheet.

<u>World Wide Web, Basic and Advanced</u>-- Students will learn how to point and click their way through the Internet using browsers and inquires to navigate the World Wide Web. The Advanced class emphasizes concepts and techniques.

<u>Mouse Basics for the Absolute Beginner</u>--Students will learn mouse basics, computer terminology, and basic parts of the computer.

<u>Typing Skills</u>--Students learn to use *Mavis Beacon Teaches Typing 9*, a typing tutorial that provides lessons to improve computer-keying skills.

Word Processing for Beginners -- Students will learn the basic of work processing.

<u>Job Search</u>--Students will learn the basics of conducting their first job search, career assessment, research, resume and interview skills will be covered.

<u>Job Resume</u>--Students will learn the basics of effective resume writing that will bring positive results.

<u>Job Interview</u>--Students will learn how to answer tough questions at a job interview, where to find on-line interview help, and participate in a mock interview.

(5) The Computer Center will be under the general supervision of the Branch staff and may be assisted by both student and adult volunteers.

## **B. Family Literacy Center:**

- (1) The County will provide a full service literacy center in the new Mendota Library. A literacy tutoring and conference room will each have comfortable seating, lap top computer capability, listening stations, and multi-media presentation tools. Space for mobile literacy outreach services will also be provided. The literacy center will be family friendly and designed to link both children and adults with a wide range of literacy services offered through the County and District. Volunteers will be recruited and trained by the County to help staff the Center.
- (2) The County will collaborate with the District to provide literacy materials in English and Spanish for children and adults who, could be used independently or with a tutor. Literacy resources will include ESL materials and literacy software on designated library computers.
- (3) The County will provide designated space, equipment, library resources and tutor training to enhance the District's tutorial programs: Literacy Connection (k-2) early intervention reading assessment program, Reading Recovery (k-2) one-on-one tutoring, Reading Labs (k-6) small group tutoring for identified students, CBET and Migrant tutorial classes. The District will provide paid Instructional Aide staff for one-on-one or small group tutoring within the guidelines of each program.
- (4) The County and District will develop and implement 2 theme based family programs per year incorporating stories, music, art, drama and written expression that encourage parent/child shared learning activities. It is intended that these programs will be varied to appeal to many age levels.
- (5) The County will provide 2 bilingual workshops per year for parents, care givers and District staff on the benefits of reading with children, selection of age appropriate materials and shared learning activities in the home that encourage family literacy. A

- minimum of one workshop per year will target parents enrolled in the District's Community Based English Tutoring (CBET) program. Librarians or trained literacy staff will conduct workshops.
- (6) The County and District will share literacy resources and jointly recruit volunteers for one-on-one adult and child tutoring in reading, writing, spelling and math. The County will provide tutor orientation and training.
- (7) The County will provide literacy outreach services to District kindergarten students through the Aprendo Van mobile literacy unit. Bilingual library staff will visit Washington Elementary School (K-2) each year in the Aprendo Van. Kindergarten students will receive an orientation to library services, instruction on how to get a library card, a story presentation and tour of the mobile literacy unit. The mobile unit, acquired through State Proposition 10 funds, is equipped with books, toys, games, and computers with software for children under 5 years old. The mobile unit is also used in an outreach capacity to promote reading and literacy.
- (8) The County will provide 2 Aprendo Van site visits per year to the District's Saturday School for immigrant families. Orientation to library and literacy services, a family literacy activity, and a tour of the mobile unit will be provided during each visit.
- (9) The District will provide paid Instructional Aide staff during library hours of operation to tutor students enrolled in reading support programs.

#### C. Homework Center:

- (1) The County will reserve space in the library for individual or small group study during library hours of operation to support general homework needs, and District afterschool programs. The study space will be equipped with comfortable seating, and lap top computer capability.
- (2) The County in consultation with the District will purchase a collection of print materials and electronic resources to supplement K-12 curriculum needs. Youth Services Librarians will select and review all purchases.
- (3) The County will provide access to an online subscription based service for real-time homework assistance and tutoring for students in grades 4-12. A service such as <a href="tutor.com">tutor.com</a> or <a href="Plato">Plato</a> will be selected by County Youth Services Librarians and provided on at least 2 dedicated computer workstations. Computers will be reserved for student homework needs during library hours.
- (4) The County and District will establish a homework alert system to facilitate the availability of appropriate materials for students' on-going and special assignments.
- (5) The County will provide students, staff and parents with training on how to access homework sites, grade level content on sites and library electronic resources.
- (6) The County will distribute information to District students, staff, and parents regarding service hours and programming schedules for joint venture services via the Fresno County Library WebPages, flyers, newsletter, or other communication formats as

- appropriate. The District will reciprocate with announcements through school newsletters, District web sites and other communication tools.
- (7) The District will provide paid Instructional Aide staff to help monitor and assist students during designated library hours of operation. High school students will also be recruited and trained as volunteers to provide peer assistance.
- (8) District staff will plan and implement at least 1 forum per year to introduce library staff and the community at large to specialized academic and student support programs.
- (9) The District will make available to the County at least one copy of authorized K-12 textbooks for library in-house homework use by students as feasible. The District will also provide the County with copies of required student reading lists to assist with collection development.
- (10) District Teachers will continue to schedule class visits to the public library. The purpose of these visits will be to introduce children to public library services, programs and to encourage each child to read.

#### D. Career Center:

- (1) The County and the District will plan and develop a Career Center with a variety of resources in print and non-print formats, which provide information on careers and vocational choices for District students in 7-12<sup>th</sup> grade. Library staff will guide students in their search for appropriate vocational resource materials. Civil service and college entry assessment test books will be included in the career resource collection. Electronic resources will be available to assist students with career information, resume writing and job search strategies. The County Career and Jobs Resources Librarian will lead the implementation of resources and services.
- (2) The County and District will partner to enhance the District's leadership development program for high school students through work/study opportunities. District staff will select students to participate in career exploration with the library. Teens will be introduced to the library profession through, a career orientation workshop, job shadowing, job assignments such as computer troubleshooting, participate on a teen library council, and assist librarians with service planning and implementation. Students will be paid from District funds while exploring the library as a career option. The Young Adult Coordinator will serve as project team leader in conjunction with the District Director of State and Federal Programs.
- (3) The County and District will partner with Workforce Connection, a consortium of public agencies that provide a broad range of services for job seekers and employers, to offer 9-12 grade students workshops on various career topics, provide career counseling and links to potential employers. The County will participate as a community partner in the annual Career Day event for West Side high school students
- (4) The County library staff in conjunction with the District provides 2 workshops per year for 10-12 grade students on resume writing and job interview skills.

(5) The County library staff and District staff will jointly plan and present 1 program per year to help 7-12 grade students and their parents on college and other post-secondary educational opportunities, including entrance requirements and financial assistance.

#### **E. Shared Electronic/Telecommunications:**

- (1) County Youth Librarians will plan and implement the *Library Ambassador program*: a three tiered-training module for District teachers and support staff. Training topics shall include an introduction to public library services and programs for students and families, print, non-print and electronic resources, Great Reads for the K-6 audience and how to share them with students, and titles that connect with the California content standards pertinent to classroom instruction. Informational resources for students in all formats, and instruction in essential research skills that foster information literacy will be presented. District staff will reciprocate with training and information regarding school resources available through the District's website and can be accessed on library computers.
- (2) Both the County and the District staffs will plan and implement links to each party's web pages providing students with remote access to online catalogs and subscription resources as each organization's contracts permit. The County Youth Services Manager and technology staff will represent the library.

## F. School/Community Learning Enrichment:

- (1) Fine Arts Program: K-6 students will participate in music, art, and drama instruction at the library facility in a collaborative effort with District teachers and County library staff. Approximately 20 students per session in three-grade spans- K-2, 3-4, 5-6, will spend five days at the Mendota Branch Library involved in visual and performing arts activities. District teachers will provide instruction with participation from County Youth Librarians. Related library resources, training, and programming will be provided. Students in the Fine Arts Program will showcase their talents through participation in the library's summer reading programs. The District will provide County library staff with one in-service training per year on musical string instruments to enhance children's programming activities.
- (2) Young Adult Outreach: County Youth Librarians will schedule classroom visits to McCabe Junior High School, Mendota High School and Mendota Continuation High as mutually agreed upon by the District and County. Students will be introduced to the public library, its services and teen web site. Book talks on new and interesting titles will be presented and students will have an opportunity to ask questions and provide in-put about their service needs.
- (3) Parent Education: The County library in conjunction with other community agencies such as Fresno County Human Services will offer a series of parenting workshops with flexible times offered to working parents. The workshops will be designed as multiple week courses to be held in the library on such topics as: Parenting the Adolescent, Parent/Child Communication, Drugs, Alcohol and Children, Helping Your Child with Homework, Nourishing Your Child's Self-esteem, and Parenting the Disabled Child. Workshops will be presented to address the special needs of teen parents. The Library's Youth Services Department has developed a Teen Parents Outreach Program with special services and resources for this target group.

